



EEO NEWSLETTER

January-March FY13
2nd Quarter

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MESSAGE FROM THE STATE EQUAL EMPLOYMENT MANAGER (SEEM)

Happy Springtime!!

Think I can speak for most when I say, last quarter was a bit rocky. The announcement of a possible furlough really caused the boat to rock. As with many impending crises, it caused a ripple effect of worries and concerns. The amount of stress, from the fear of the unknown, initially equated to the size of a snowflake and eventually grew to the size of a snowball, growing bigger as it rolled down the hill of doom. Many questions surfaced such as, "What must I do to prepare?", "How long will this last?" or worst "Will there be more furloughs next year?"

On the flip side, for others, the notification of a possible furlough was just that...a notification. No worries, no stress for them, but instead a question of how can they make the best of this situation. I heard that some folks were hoping for the option to ride the furlough straight through, non-stop in hopes to take that dream vacation or better yet spend some quality time at home catching up on that abandoned project. "How so?" you ask. As any good leader would say, "You must plan ahead not only for what is known, but for the unknown as well. Being prepared is the key to lessening the stressors that could drive us to our resting place much sooner than we anticipate. In hindsight of course, I would personally be upset if I left this earth too soon,

due to a preventable stressor, because I did not take a little time out of my "seemingly too busy" schedule to make time to plan for the known and unknown. The question I have for you is, "What side of the coin were you on?"

With that said, I will leave you with a quote.

If you do not change direction, you may end up where you are heading. Lao Tzu

It is always my pleasure to serve you.

Your SEEM,
CPT Amelia Coppage

Quote of the Quarter:
"All of us do not have equal talent, but all of us should have an equal opportunity to develop our talents."

~John Fitzgerald Kennedy

(American 35th US President)

EEO/POSH TRAINING FY13

EEO/POSH are mandatory training requirements conducted annually for all Technicians and Federal Civilian Employees. EEO Training conducted at your unit can be counted as the yearly EEO requirement for dual-status (DS) technicians. A roster from the DS technician's unit must be provided to the EEO office in order to receive credit.

The block of instruction is two hours provided by PowerPoint, DVDs, facilitated discussion, and other approved training aids by the EEO Office.

Other training offered by the EEO office includes: Diversity, Effective Communication, Focus Groups, and other facilitated training designed to enhance our workplace environment.

Contact the EEO Office NOW to

reserve your date. Time depends on your location.

Available FY13 Dates:

April 23.

May 1, 14, 22 & 29.

June 4, 11, & 25.

July 16, 23 & 30.

Time frames available: 1000-1200 & 1400-1600 depending on locations.

Diversity in Recruiting & Retention by: MAJ Patrick, Member of the Virginia National Guard Joint Diversity Council



As the commander for the Recruiting and Retention Battalion (RRB) for the Virginia ARMY National Guard, I have the distinct pleasure of serving with a very diverse group of Soldiers. From the full time Recruiting Force (RRF) and the Officer Strength Force (OSF), to the Recruit Sustainment Program (RSP) Soldiers and Young Warriors, the Recruiting and Retention BN is made up of every rank MAJ and below, female representation, as well as having many ethnicities to include African American, Hispanic, American Indian, Asian, and Caucasian.

In our pursuit of further diversifying the RRB, we have made great strides in our AGR hiring boards over the last few months. We have added additional female recruiters as well as increasing our percentages of the above mentioned ethnicities. While we will continue

to improve on our RRB diversity, we encourage all Soldiers to apply for our AGR positions. Being a recruiter and having the ability to change young people's lives, regardless of their respective backgrounds, is a very rewarding opportunity.

As part of the Joint Diversity Council, my staff has begun analyzing the demographics of the Virginia ARMY National Guard as a whole versus the 2010 US Census Bureau for the Commonwealth of Virginia. For the most part, the diversity of the VAARNG is respectably close to the diversity of Virginia. However, we still have some work to do.

The percentage of females in Virginia is @ 51%. The female population in the VAARNG is @16%. (The DOD wide percentage for females is 15%). As most people quickly realize, Combat Arms units make up roughly half of our forces. As such, those units have previously been filled with males only. "On 24 January, 2013, Defense Secretary Leon Panetta lifted the military's ban on women serving in combat, a move that will allow women into hundreds of thousands of front-line positions and potentially elite commando units."

This change is due to take effect in Jan 2016, and should allow us to improve both the number and percentage of female Soldiers serving in the Virginia ARMY National Guard.

Our recruiting focus going forward is to not only meet our end strength goals, but to increase the VAARNG's percentages of underrepresented



ethnic groups. We will accomplish this through a precision marketing campaign that emphasizes career opportunities in the VAARNG regardless of gender, race, or ethnicity.

One of the ways we plan on increasing public awareness in the underrepresented populations is by creating diversity specific recruiting teams made up of both recruiters and traditional Soldiers that represent the population.

I would encourage any Soldiers who are interested in becoming a recruiter or participating in the recruiting teams to contact my Production SGM at harry.c.spicer2.mil@mail.mil or 540-421-6564. Thank you for all that you do!

Presidential Proclamation – Irish-American Heritage Month, 2013

For more than two centuries, America has been made and remade by striving, hopeful immigrants looking for a chance to pursue their dreams. Millions among them were born in Ireland, separated from our shores but united by their belief in a better day. This month, we celebrate the Irish-American journey, and we reflect on the ways a nation so small has inspired so much in another.

Generations of Irish left the land of their forebears to cast their fortunes with a young Republic. Escaping the blight of famine or the burden of circumstance, many found hardship even here. They endured prejudice and stinging ridicule. But through it all, these new citizens never gave up

on one of our oldest ideas: that anyone from anywhere can write the next great chapter in the American story. So they raised families and built communities, earned a living and sent their kids to school. In time, what it meant to be Irish helped define what it means to be American. And as they did their part to make this country stronger, Irish Americans shared in its success, retaining the best of their heritage and passing it down to their children.

That familiar story has been lived and cherished by Americans from all backgrounds, and it reaffirms our identity as a Nation of immigrants from all around the world. So as we celebrate Irish-American Heritage Month, let us retell those stories of sweat and striving. And as two nations united by people and principle, may America and Ireland always continue to move forward together in common purpose.

NOW, THEREFORE, I, BARACK OBAMA, President of the United States of America, by virtue of the authority vested in me by the Constitution and the laws of the United States, do hereby proclaim March 2013 as Irish-American Heritage Month. I call upon all Americans to observe this month with appropriate ceremonies, activities, and programs.



Irish step dancers prance along the parade route during a South Boston St. Patrick's Day Parade in 1997.



IN WITNESS WHEREOF, I have hereunto set my hand this twenty-eighth day of February, in the year of our Lord two thousand thirteen, and of the Independence of the United States of America the two hundred and thirty-seventh.

BARACK OBAMA

FY13 Outreach Awards

FEDERAL ASIAN PACIFIC AMERICAN COUNCIL (FAPAC)

MILITARY MERITORIOUS SERVICE AWARD

Purpose: The FAPAC Military Meritorious Service Award honors military members, men and women, who have supported the DoD mission, overseas contingency operations, or whose attributes best epitomized the qualities and core values of their respective Military Service or other DoD Component.

Date of Event: 6-10 May 2013

Location: Long Beach, CA

Eligibility: Military Members

Performance Period: February 2012 – February 2013

NGB-DIV Due Date: 23 March 2013

Action Officer: CPT Amelia Coppage, 804-236-7739, Amelia.r.coppage.mil@mail.mil

Specific Evaluation Criteria: The nominee fostered an innovative and harmonic environment between the military and Asian Pacific American civilian community.

SOCIETY OF AMERICAN INDIAN GOVERNMENT EMPLOYEES (SAIGE) MERITORIOUS SERVICE AWARD

Purpose: The SAIGE Meritorious Service Award honors military members and Department of Defense (DoD) civilian employees, men and women, who have supported the DoD mission, overseas contingency operations, or whose attributes best epitomized the qualities and core values of their respective Military Service or other DoD Component.

Date of Event: 3-7 June 2013

Location: Spokane, WA

Eligibility: Civilian Employees and Military Members

Performance Period: April 2012 – April 2013

NGB-DIV Due Date: 5 Apr 2013

Action Officer: CPT Amelia Coppage, 804-236-7739, Amelia.r.coppage.mil@mail.mil

Specific Evaluation Criteria: The nominee demonstrated support for inclusion and promotion of DoD personnel to include American Indians and Alaska Natives within the Armed Forces or Federal civilian workforce.

The nominee significantly increased the opportunity for participation of Tribal Colleges and Universities (TCUs) in Federal programs and enhanced the capacity to build and develop infrastructure to increase participation in DoD programs involving contracts and grants, student and faculty employment, Research and Development, and the Reserve Officer Training Corps.

LEAGUE OF UNITED LATIN AMERICAN CITIZENS (LULAC)

EXCELLENCE IN SERVICE AWARD

Purpose: The LULAC Excellence in Service Award honors military members and Department of Defense (DoD) civilian employees, men and women, who have supported the DoD mission, overseas contingency operations, or whose attributes best epitomized the qualities and core values of their respective Military Service or other DoD Component.

Date of Event: 8-13 June 2013

Location: Las Vegas, NV

Eligibility: Civilian Employees and Military Members

Performance Period: April 2012 – April 2013

NGB-DIV Due Date: 10 May 2013

Action Officer: CPT Amelia Coppage, 804-236-7739, Amelia.r.coppage.mil@mail.mil

NATIONAL ASSOCIATION FOR THE ADVANCEMENT OF COLORED PEOPLE (NAACP) ROY WILKINS RE-

NOWN SERVICE AWARD

Purpose: The NAACP Roy Wilkins Renowned Service Awards honors military members and Department of Defense (DoD) civilian employees, men and women, who have supported the DoD mission, overseas contingency operations, or whose attributes best epitomized the qualities and core values of their respective Military Service or other DoD Component.

Date of Event: 13-17 July 2013

Location: Orlando, FL

Eligibility: Civilian Employees or Military Members

Performance Period: April 2012 – April 2013

NGB-DIV Due Date: 17 May 2013

Action Officer: CPT Amelia Coppage, 804-236-7739, Amelia.r.coppage.mil@mail.mil

Specific Evaluation Criteria: The nominee enthusiastically supported the civil rights movement in Armed Forces or the Federal civilian workforce.

Note: The Services may nominate a Federal Civilian employee or Military member for the award. A Defense Agency or DoD Field Activity may only submit a nomination for a Civilian employee.

FEDERALLY EMPLOYED WOMEN (FEW) MERITORIOUS SERVICE AWARD

Purpose: FEW's Meritorious Service Award is an opportunity to recognize outstanding military members who have distinguished themselves with significant contributions to diversity, equality, and the advancement of women within their respective Military Service.

Date of Event: 22-26 July 2013

Location: Orlando, FL

Eligibility: Military Members

Continued FY13 Outreach Awards

Performance Period: May 2012 – May 2013

NGB-DIV Due Date: 24 May 2013

Action Officer: CPT Amelia Coppage, 804-236-7739, Amelia.r.coppage.mil@mail.mil

Specific Evaluation Criteria: The nominee created jobs or training opportunities that support and contribute to the advancement of women in DoD.

The nominee participated in military or civilian events or programs that advocate diversity, equal opportunity and the advancement of women.

Specific Evaluation Criteria: The nominee created jobs or training opportunities that support and contribute to the advancement of women in DoD.

The nominee participated in military or civilian events or programs that advocate diversity, equal opportunity and the advancement of women.

Note: Civilian award nominations should be submitted directly to FEW for consideration. Nominees do not have to be a member of FEW to receive this award however, if they are a member, FEW would like to recognize that fact. Please identify if the nominee is a current member of Federally Employed Women.

BLACKS IN GOVERNMENT (BIG) MERITORIOUS SERVICE AWARD

Purpose: The BIG Meritorious Service Award honors military members and Department of Defense (DoD) civilian employees, men and women, who have supported the DoD mission, overseas contingency operations, or whose attributes best epitomized the qualities and core values of their respective Military Service or other DoD Component.

Date of Event: 19-23 August 2013

Location: Dallas, TX

Eligibility: Civilian Employees and Military Members

Performance Period: June 2012 – June 2013

NGB-DIV Due Date: 21 June 2013

Action Officer: CPT Amelia Coppage, 804-236-7739, Amelia.r.coppage.mil@mail.mil

Specific Evaluation Criteria: The nominee demonstrated support for the full integration and promotion of African Americans within the Armed Forces or Federal civilian workforce.

The nominee significantly increased the opportunity for participation of Historically Black Colleges and Universities (HBCUs) in Federal programs and enhanced the capacity to build and develop infrastructure to increase participation in DoD programs involving contracts and grants, student and faculty employment, Research and Development, and the Reserve Officer Training Corps.

NATIONAL ORGANIZATION FOR MEXICAN AMERICAN RIGHTS (NOMAR) MERITORIOUS SERVICE AWARD

Purpose: The NOMAR Meritorious Service Award honors military members and Department of Defense (DoD) civilian employees, men and women, who have supported the DoD mission, overseas contingency operations, or whose attributes best epitomized the qualities and core values of their respective Military Service or other DoD Component.

Date of Event: TBD August 2013

Location: TBD

Eligibility: Civilian Employees and Military Members

Performance Period: June 2012 – June 2013

NGB-DIV Due Date: 28 June 2013

Action Officer: CPT Amelia Coppage, 804-236-7739, Amelia.r.coppage.mil@mail.mil

Specific Evaluation Criteria: The nominee significantly increased the opportunity for participation of Hispanic Serving Institutions (HSIs) in Federal programs and enhanced the capacity to build and develop infrastructure to increase participation in DoD programs involving contracts and grants, student and faculty employment, Research and Development, and the Reserve Officer Training Corps.

The nominee distinguished himself or herself as a leader and mentor for youth, especially promoting their participation in science, technology, engineering, and mathematical educational programs and technical career fields.

NATIONAL IMAGE, INCORPORATED (IMAGE) MERITORIOUS SERVICE AWARD

Purpose: The IMAGE Meritorious Service Award honors military members and Department of Defense (DoD) civilian employees, men and women, who have supported the DoD mission, overseas contingency operations, or whose attributes best epitomized the qualities and core values of their respective Military Service or other DoD Component.

Date: TBD September 2013

Location: TBD

Eligibility: Civilian Employees and Military Members

Performance Period: July 2012 – July 2013

NGB-DIV Due Date: 12 July 2013

Action Officer: CPT Amelia Coppage, 804-236-7739, Amelia.r.coppage.mil@mail.mil

COUNSELOR'S CORNER

Contacting an EEO Counselor

If you believe that you have been the victim of discrimination, you generally have 45 days from the day the discrimination occurred to contact an EEO Counselor where you work or where you applied for a job. If the discrimination involved a personnel action (for example, a demotion or firing), you generally must contact the EEO Counselor within 45 days of the day the personnel action takes effect.

EEO Counseling Process

Once you contact the agency's EEO Office, an EEO Counselor will talk to you about your rights and responsibilities and will take down some basic information about your situation.

In most cases, the EEO Counselor will give you the choice of participating either in EEO counseling or in an alternative dispute resolution (ADR) program, such as a mediation pro-

gram. Not all problems are covered by an agency's ADR program, and the EEO Counselor should be able to tell you whether yours is the type of situation that is covered. If it is not covered, then the Counselor will try to settle the matter informally.

If you do not settle the dispute during counseling or through ADR, you can file a formal discrimination complaint against the agency with the agency's EEO Office.

The Counselor will hold a final interview with you and then give you a notice with instructions about how to file a formal complaint. This interview will take place within 30 days from the day you first contacted the EEO Office to request counseling (unless you participated in ADR or agreed to an extension of up to an additional 60 days). If you participate

in ADR, the pre-complaint process is extended to 90 days.

EEO Counselor's:

CPT Edward Harris: 1030th Trans BN, Gates City. 276-386-9187

MAJ Timothy Wine . G6, Fort Pickett, VA 434-298-6258

CW3 Renate Long: G4, Fort Pickett, BLDG 142, 434-292-8342

SFC Frederick Nicholas: FMS 2, Sandston, 804-328-3035.

If you believe you have been the victim of discrimination, you have 45 days to contact an EEO counselor or the SEEM.

Interested in becoming a counselor, please contact the EEO office at 434-298-5929 or 434-292-8218.

UPCOMING TRAINING!!!

EEO Counselor's Course Offered May 6-9, 2013 (32 hr course)

May 10, 2013 (8 hr refresher course)

If you are interested, **contact SGT Carpenter at 804-236-7896 or lori.p.carpenter.mil@mail.mil**.

The training will qualify new Equal Employment Opportunity Counselors for their additional duty and provide refresher train-

ing for experienced counselors IAW 29 CFR 1614.

The course will focus on the purpose of EEO, roles and responsibilities of counselors, policies, and procedures, writing counselor's reports and complaint processing. Visit: <https://vko.va.ngb.army.mil/Jstaff/SEEM/default.aspx>

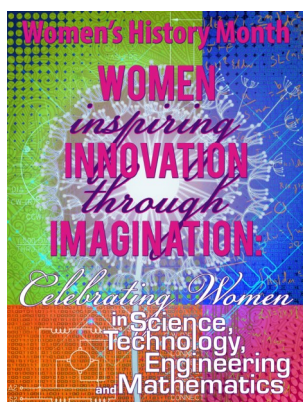
Application is under Shared Documents>> EEO Counselor's Documents>> EEO Counselor's Application

Equal Opportunity Leaders Course (EOLC) 16 - 21 June on Ft. Pickett (60 hr course)

This course is designed to ensure you are adequately prepared to conduct your duties as the unit Equal Opportunity Leader and assist your Commander in maintaining a positive EO climate.

If you interested, contact **CPT Kervin Sider at 434-298-6229 or Kervin.g.sider.mil@mail.mil**.

MARCH HIGHLIGHTS IN U.S. WOMEN'S HISTORY



March 1, 1978 - Women's History Week is first observed in Sonoma County, California

March 1, 1987 - Congress passes a resolution designating March as Women's History Month

March 4, 1917 - Jeannette Rankin (R-MT) took her seat as the first female member of Congress

March 8 - International Women's Day, whose origins trace back to protests in the U.S. and Europe to honor and fight for the political rights for working women

March 11, 1993 - Janet Reno is confirmed as the first woman U.S. Attorney General

March 12, 1912 - Juliette Gordon Low assembled 18 girls together in Savannah, Georgia, for the first-ever Girl Scout meeting

March 13, 1986 - Susan Butcher won the first of 3 straight and 4 total Iditarod Trail Sled Dog Races in Alaska

March 17, 1910 - Camp Fire Girls is established as the first interracial, non-sectarian American organization for girls

March 20, 1852 - Harriet Beecher Stowe's novel, "Uncle Tom's Cabin," is published and becomes the best-selling book of the 19th century

March 21, 1986 - Debi Thomas becomes first African American woman to win the World Figure Skating Championship

March 23, 1917 - Virginia Woolf establishes the Hogarth Press with her husband, Leonard Woolf

March 31, 1888 - The National Council of Women of the U.S. is organized by Susan B. Anthony, Clara Barton, Julia Ward Howe, and Sojourner Truth, among others, the oldest non-sectarian women's organization in the U.S.

March 31, 1776 - Abigail Adams writes to her husband John who is helping to frame the Declaration of Independence and cautions, "Remember the ladies..."

If you would like to learn more about Women's History you can visit:

<http://womenshistorymonth.gov> (Women's History Month site provided by the Library of Congress) or <http://www.nwhp.org/whm> (National Women's History Project)

MARCH IS WOMEN'S HISTORY MONTH



Can you find the famous females below?

American aviation pioneer Amelia Earhart was the first female pilot to fly solo across the Atlantic Ocean

C	L	A	R	A	B	A	R	T	O	N	U	V	G	S	P
Y	I	Y	A	I	O	S	A	C	A	G	A	W	E	A	M
J	O	S	E	P	H	I	N	E	B	A	K	E	R	L	A
B	I	L	L	I	E	J	E	A	N	K	I	N	G	L	A
E	F	F	E	E	K	O	A	I	G	R	O	E	G	Y	R
S	E	N	O	J	R	E	H	T	O	M	Q	A	N	R	X
H	T	U	R	T	R	E	N	R	U	O	J	O	S	I	E
A	M	E	L	I	A	E	A	R	H	A	R	T	E	D	H
Y	E	L	K	A	O	E	I	N	N	A	F	J	M	E	A
J	O	A	N	O	F	A	R	C	J	J	P	Q	Y	N	M

Josephine Baker
Clara Barton
Amelia Earhart
Joan of Arc

Mother Jones
Billie Jean King
Annie Oakley
Georgia O'Keeffe

Sally Ride
Sacagawea
Sojourner Truth

J. PRITCHARD/MCT

UPCOMING EVENTS

Holocaust Remembrance Day April 8, 2013/ Days of Remembrance April 7-14, 2013

THEME: *Never Again: Heeding the Warning Signs.*

It has been over 60 years since the Holocaust. To survivors, the Holocaust remains real and ever-present, but for some others, sixty years makes the Holocaust seem part of ancient history. Year-round we try to teach and inform others about the horrors of the Holocaust. We confront the questions of what happened? How did it happen? How could it happen? Could it happen again? We attempt to fight against ignorance with education and against disbelief with proof.

But there is one day in the year when we make a special effort to remember (Zachor). Upon this one day, we remember those that suffered, those that fought, and those that died. Six million Jews were murdered. Many families were completely decimated.

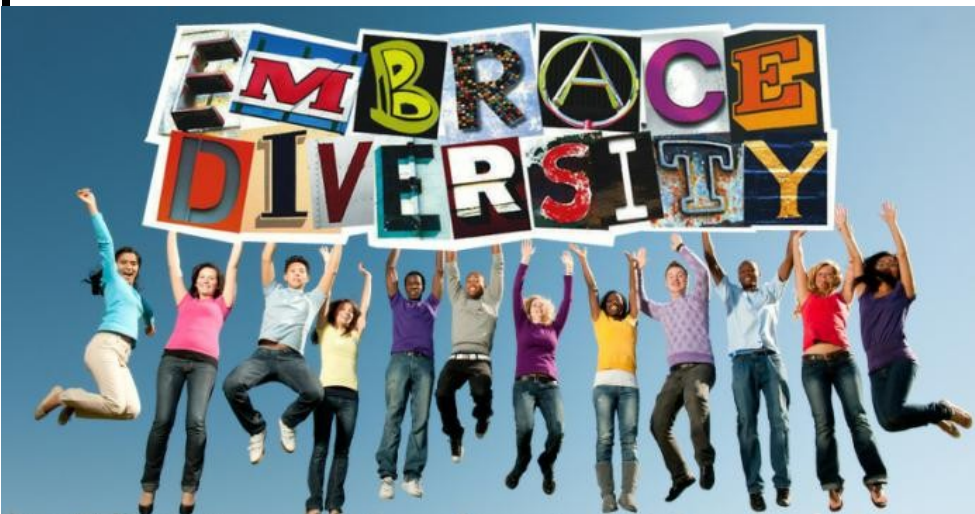
Asian Pacific American Heritage Month, May 1-31, 2013

THEME: *Building Leadership: Embracing Cultural Values and Inclusion*

Asian-Pacific American Heritage Month is celebrated annually in the United States during the month of May. On October 5, 1978, President Jimmy Carter signed a Joint Resolution proclaiming the first 10 days in May as Asian-Pacific Heritage Week. In 1990, President George H.W. Bush signed an extension making the week-long celebration into a month long recognition. In 1992, the month of May was officially designated as Asian-Pacific American Heritage Month by law.

May was chosen because it commemorates the immigration of the first Japanese to the United States in 1843. May also marks the completion of the transcontinental railroad in 1869 which was work performed by mostly Chinese immigrants.

5th Annual Diversity Day, June 20, 2013 THEME: *Irish Americans*



The EEO/EO Office is hosting its 5th Annual Diversity Day at Fort Pickett Officers Club, 1000 -1400.

List of events will be posted soon. If you are interested in assisting, please contact SGT Carpenter at 804-236-7896 or lori.p.carpenter.mil@mail.mil

VA-ARNG

JFHQ-EEO
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Sandston, VA 23150

Phone: 804-236-7739/804-236-7896
Amelia.r.coppage.mil@mail.mil/
lori.p.carpenter.mil@mail.mil



Virginia National Guard Equal
Opportunity Website:
<https://vko.va.ngb.army.mil/Jstaff/SEEM>



Curious About EEO/EO?

Have a question think it may be EEO/EO related or not, just ask us and we will get you on the right path to the answer.



Question: What is the mediation process?

Answer: Mediation is an informal and confidential way for people to resolve disputes with the help of a neutral mediator who is trained to help people discuss their differences. The mediator does not decide who is right or wrong or issue a decision. Instead, the mediator helps the parties work out their own solutions to problems.

Question: What are the benefits of mediation?

Answer: One of the greatest benefits of mediation is that it allows people to resolve the complaint in a friendly way and in ways that meet their own unique needs. Also, a complaint can be resolved faster through mediation. While it takes less than 3 months on average to resolve a complaint through mediation, it can take 6 months or longer for a complaint to be investigated. Mediation is fair, efficient and can help the parties avoid a lengthy investigation and litigation.

Question? What happens if I refuse mediation?

Answer: The decision to mediate is completely voluntary for the complainant. If either party turns down mediation, the complaint will be forwarded to an investigator.

Question: What happens if my complaint is not resolved through mediation?

Answer: If the parties do not reach an agreement at the mediation, the complaint will be sent to the State Equal Employment Manager (SEEM) for review and assignment to an investigator.